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1. Prior to the move of USIG from Askania Haus, security regulations in effect in the offices of the Central Procurement Office (ZVK)¹ required all employees to clear their desks upon leaving the offices at night and to secure all working papers, card files and other documents in safes located in the ZVK offices. All carbon paper which had been used was similarly secured.
2. Upon transfer of USIG to the new premises at Waldow Allee 30-35² in Karlshorst, it became necessary to revoke the above security regulations, inasmuch as the structure of these buildings was not sufficiently strong to support the weight of the safes required to store records in the ZVK. As a result all card files and working papers are now left overnight on the desk of the individual responsible for them or, where possible, are merely placed under the closed roll-top section of the individual desks. Armed VOPO guards are stationed at each of the open entrances to the ZVK offices, however, to prevent any unauthorized persons from entering during the off-duty hours.
3. It is not known whether similar physical security measures for the Russian sections of USIG were also revoked, but it is presumed that these offices have also been unable to provide sufficient safe space for storage of papers overnight because of structural faults in the buildings.

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1. Comment. Zentral-Versorgungs-Kontor

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